

**ALABAMA STATE UNIVERSITY  
STATUS OF UNIT OBJECTIVES**

**MAJOR UNIT:** Academic Affairs      **SUBUNIT:** Levi Watkins Learning Center      **DEPARTMENT:** Library Automation      **TIME PERIOD:** December 2012

**RESPONSIBLE PERSON:** Courtney Williams      **TITLE:** Digitization Technician

MAJOR UNIT: ACADEMIC AFFAIRS						
DEPARTMENT: UNIVERSITY LIBRARY – EDUCATIONAL MEDIA CENTER						
NO.	UNIT OBJECTIVES/ ACTIVITIES	ACTIVITES	METHODS OF ASSESSMENT	CRITERIA FOR SUCCESS	RESULTS	USE OF RESULTS
1	To continue to ensure reliable, secure, innovative, and customer-oriented information technology services to University Library staff and patrons by implementing a desktop disaster recovery and backup solution with a 24 hour recovery standard.	<p>1. Performed several backup of the storage server.</p> <p>2. Performed updates for display devices.</p>	<p>1. Copied data from the storage server, into several other hard drives.</p> <p>2. Found updates from the manufacturer and installed the updates to the devices.</p>	<p>1. Successful implementation of this process will minimize data loss (servers and desktops) from software/ hardware crashes and increase reliability of data restoration.</p> <p>2. Regularly scheduled updates will improve performance and provide better security from hackers.</p>	<p>1. Verified that all current data is backed up. Verified that previously backup data is readily accessible.</p> <p>2. The devices seem to have less downtime, and require less maintenance.</p>	
2.	To implement an offline back-up and recovery system for University Library's critical data via a storage server(s).					